



# January 2025

All classes will be in person at Willows Way

To register for a class, send an email to  
 Monika Allen at [Training@willowsway.org](mailto:Training@willowsway.org)



| Sunday | Monday   | Tuesday   | Wednesday   | Thursday  | Friday  | Saturday  |
|--------|--|---|---|---|---|---|
|        |  |   | 1<br><br>Office Closed              | 2<br>New Employee Orientation<br>9am-5pm<br>Upper Level                 | 3<br>ISL Health Basics (Liz)<br>9am-12pm<br>Upper Level   | 4   |
| 5      | 6<br>Back Safety (Amazima Safety/Ukko)<br>9:30am-11:30am<br>Lower Level                                    | 7   | 8<br>ISL Client Notes (Josie)<br>10:30am-12:30pm<br>Upper Level<br>CPR & First Aid (Monika)<br>1pm-4pm<br>Lower Level | 9<br>Medication Recertification (Kim)<br>9am-1pm<br>Upper Level         | 10<br>MANDT (Monika)<br>9am-5pm<br>Lower Level  | 11  |
| 12     | 13<br>PLS: Onboarding Team Members (Joy Spahr)<br>3:30pm-5:30pm<br>Upper level                             | 14<br>Empathy Works (Monika)<br>12pm-2pm<br>Upper Level   | 15<br>Medication Administration Day One (Kim)<br>9am-5pm<br>Upper level   | 16<br>Willows Way Annual Refresher (Monika)<br>5pm-7pm<br>Upper Level   | 17<br>Medication Administration Day Two (Kim)<br>9am-5pm<br>Upper level   | 18<br>MANDT (Sparkle)<br>9am-5pm<br>Lower Level |
| 19     | 20<br><br>Office Closed | 21<br>ISL Health Basics (Liz)<br>1pm-4pm<br>Upper Level<br>Medication Recertification (Kim)<br>1pm-5pm<br>Lower Level | 22<br>New Employee Orientation<br>9am-5pm<br>Upper Level  | 23<br>MANDT (Monika)<br>9am-5pm<br>Lower Level                          | 24<br>PLS: Onboarding Team Members (Joy Spahr)<br>10am-12pm<br>Upper level<br>Willows Way Annual Refresher (Monika)<br>1pm-3pm<br>Upper Level | 25  |
| 26     | 27<br>CPR & First Aid (Marissa)<br>5pm-8pm<br>Lower Level  | 28<br>Medication Administration Day One (Kim)<br>9am-5pm<br>Upper level   | 29<br>Willows Way Annual Refresher (Monika)<br>10am-12pm<br>Upper Level   | 30<br>Medication Administration Day Two (Kim)<br>9am-5pm<br>Upper level | 31  |   |